Crowding

1103.1 PURPOSE AND SCOPE

One of the determining factors in maintaining a safe and secure jail is to limit the inmate population to the number of beds constructed in each inmate classification level.

Occasionally, emergencies occur that will require the correctional facility to exceed its approved bed capacity. This policy establishes the approved bed capacity of the facility, addresses temporary population excess and provides a plan for gathering statistics and projecting long-term space needs via a jail needs assessment.

1103.2 POLICY

It is the policy of the Thurston County Sheriff's Office to manage the inmate population to the extent reasonably possible to avoid exceeding the facility's approved bed capacity. The Sheriff is responsible for ensuring that the number of inmates does not exceed the approved bed capacity.

The facility has a sufficient number of housing units in an appropriate configuration so that inmates can be separated according to the facility's classification plan.

In the event of an emergency that causes the facility to be populated beyond the approved bed capacity, every reasonable effort should be made to reduce the inmate population to the approved bed capacity as soon as reasonably practicable. The Office will take affirmative action to address excess population, including the petition of the Governor for assistance, in accordance with RCW 9.94A.875. In the event that the inmate population remains over capacity or continues to increase, a law and justice council should be formed to examine any and all methods to ensure that the facility population is reduced and remains within the approved bed capacity.

1103.3 LAW AND JUSTICE COUNCIL

The county legislative authority is responsible for forming a law and justice council. When the number of inmates exceeds the approved bed capacity of the facility, the Sheriff should schedule a meeting with the council for the purpose of identifying potential solutions to reduce the population to, or below, the approved bed capacity (RCW 72.09.300).

A complete report describing facility population, conditions and mitigation recommendations should be provided to all members of the council, as well as being released to the public.

The council membership should include, but not limited to, the following:

(a) The Sheriff

(b) Representatives from municipal police departments within the county

(c) Representatives of the city legislative authorities within the county

(d) The county prosecutor and representatives of the municipal prosecutors within the county

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(e) A representative of the county’s superior, juvenile, district and municipal courts

(f) The county jail administrator

(g) The county clerk

(h) The county risk manager

(i) The secretary of corrections

Officials designated may appoint representatives.

1103.4 INMATE POPULATION REPORTS

The Chief Deputy of Corrections or the authorized designee is responsible for ensuring that detailed daily logs of the facility’s inmate population are completed and maintained by the staff. These logs shall reflect the monthly average daily population of sentenced and non-sentenced inmates by categories of male, female and juvenile as of midnight of each day. The number of inmates occupying holding cells shall also be counted at midnight each day. An inmate population report summarizing this information shall be created daily and distributed to the Sheriff and the Chief Deputy of Corrections (RCW 10.98.130).

1103.4.1 IMPOSING BOOKING RESTRICTIONS

The Sheriff and Chief Deputy of Corrections or designee shall determine criteria for imposing or rescinding booking
restrictions when the need arises.

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